



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Cover Sheet

File Number: 20-246

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**Agenda Date:** 11/10/2020

**Version:** 1

**Status:** Agenda Ready

**In Control:** Town Council

**File Type:** Order

### I. Council Action Requested.

To set the Council's meeting schedule for November and December.

### II. Basis for Council Action.

Council approval of this item is required because;

- a. Pursuant to Section 1 of the Council Rules of Procedure "regular meetings of the Town Council shall be held in the Community Center at 6:30 P.M., current time, on the first through fourth Tuesdays of each calendar month," and
- b. Also pursuant to Section 1 of the Council Rules of Procedure "the date of any regular meeting may be changed by an order or resolve passed at the previous meeting upon the vote of five members of the Council, provided, however, that said change in date will still provide for at least one regular meeting in each month."

### III. Issue Summary.

Please see the attached proposed schedule.